

Litchfield Board of Education
Special Meeting Minutes
April 6, 2023

Facilities & Technology Committee

- I. Call to Order The Facilities & Technology Committee meeting held at Litchfield Intermediate School and via teleconference was called to order at 6:10 p.m. by Mr. Shuhi.

Members present: Mr. Shuhi, Chair, Ms. Stone, and Mr. Clock. Also present: Mr. Leone, Superintendent, Mr. Morosani, Mrs. Smith, K-12 Humanities Coordinator, and Mrs. Hodges, LPS & RSD6 District Liaison.

II. Approval of Minutes

- a. Review the minutes of the meeting of March 9, 2023

Mr. Clock made a motion to approve the meeting minutes of March 9, 2023. Ms. Stone seconded the motion. The motion passes unanimously.

III. Communications

None

IV. Public Participation

None

V. Old Business

None

VI. New Business

- a. Litchfield Public Schools Asset Inventory List for Transfer to Region 20 (July 1, 2024)

Mr. Leone reviewed the Litchfield Public Schools asset inventory list that contains a comprehensive list of technology and fixed assets; a requirement of the transition process to Region 20. Mr. Leone shared this is an Action Item at the Board meeting later in the evening. With Board approval, this list will then be sent to the town of Litchfield for their consideration prior to transferring the assets to Region 20 effective July 1, 2024.

- b. 2023-2024 IT Products Purchase – 2022-2023 Budget

Mr. Leone read aloud the recommended IT product purchases of Chromebooks and faculty/staff computers to purchase for 2023-2024. With committee support the district will move forward with the recommendation to purchase with contingency funds in the 2022-2023 Budget.

- c. Approval of LHS and LCS Phone Replacement

Mr. Leone reviewed the phone replacement proposal from Granite Communications for Litchfield Center School and Litchfield Middle and High School. If approved, the phone systems across both districts would be fully integrated allowing for a four digit transfer between schools and offices, with full

caller id and phone directory. The installation would be completed over the summer and staff training provided. Mr. Leone addressed questions for the committee members. He closed by sharing this is an Action Item for approval at the Board meeting later in the evening.

VII. Future Agenda Items

Future agenda items include the proposed IT/Facilities Reorganization Plan.

VIII. Adjournment

There being no further business to come before this committee **Mr. Clock made a motion to adjourn. Ms. Stone seconded the motion. The motion passes unanimously.** The meeting adjourned at 6:19 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem